

AMS CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 14-37A

Date Received: 4/18/14

Title: Small Business Development Program - Template 85 guidance

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Initiator Organization Name / Routing Code: Procurement Policy Branch/AAP-110

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Guidance and Policy must be submitted with separate CR coversheets

Policy

Or

Guidance

Summary of Change:

The deletion of reference to template no 85

Reason for Change:

Deletion of non-current information

Development, Review, and Concurrence:

AAP-500, AAQ-1, AAQ-2, AAQ-200, AAQ-300, AAQ-400, AAQ-500, AAQ-600, AAQ-700, AAP-100, AAP-110, ACQ-20, AGC-520

Target Audience:

FAA Acquisition Workforce

Briefing Planned: No.

ASAG Responsibilities: None.

Section / Text Location:

Procurement Guidance, T3.6.1A1(e)

The redline version must be a comparison with the current published FAST version.

I confirm I used the latest published version to create this change / redline

Or

This is new content

Links:

FAST Version 4/2014

CR 14-37A

p. 1

Attachments:

redline and final documents.

Other Files:

none

Redline: Edited Section: T3.6.1 - Small Business Development Program

A Small Business Development Revised 7/2005

1 Procurement Team Responsibilities in Support of the Small Business Development Program Revised 10/2012

- a. Effective implementation of the FAA's small business development programs in their contracting actions, including achieving program goals;
- b. Develop small businesses by taking all reasonable action to increase small business participation in the FAA's procurements (including subcontracts);
- c. Consider the feasibility of breaking out requirements to increase opportunities for small businesses to successfully compete for prime contracts;
- d. Consider the extent of small business participation in contract performance during procurement planning;
- e. Obtain guidance from the FAA Small Business Development Program Office (SBDPO)/liaison as it relates to small business development issues. In doing-so, the service teams must coordinate with representatives of the cognizant local SBDPO staff as soon as requirements estimated to exceed \$100,000 are defined to receive assistance in identifying opportunities for small businesses and small businesses owned and controlled by socially and economically disadvantaged individuals. This requirement to coordinate does not apply to contract modifications. Use the Small Business Set-Aside Determination and Coordination Form (~~Template No. 85~~) to coordinate with the SBDPO and attach (as applicable) the statement of work, single source rational basis documentation, fully executed single source justification, market survey and market analysis to the form (see also AMS Policy on SEDB 8(a) Set-Asides for use of this form). In addition, any requirements that had previously been procured through the Small Business/SEDB/8(a) Program, but not currently proposed for reprocurement through the Small Business/SEDB/8(a) program must be approved by the cognizant local SBDPO staff. If agreement cannot be reached, the FAA Acquisition Executive's approval is required prior to any public notice or solicitation of the requirement; and
- f. Participate and assist in the development of small business conferences and outreach efforts sponsored by the SBDPO.